

ROUTING AND RECORD SHEET

SUBJECT: (Optional)

Inter-Agency Personnel Officers Group 27 March Meeting

FROM: Harry E. Fitzwater
Director of Personnel Policy,
Planning, and Management

EXTENSION

NO.

DATE 26 MAR 1981

TO: (Officer designation, room number, and building)

DATE

RECEIVED

FORWARDED

OFFICER'S
INITIALS

COMMENTS (Number each comment to show from whom to whom. Draw a line across column after each comment.)

1. Deputy Director for
Administration - 7D24 HQS

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FILE: Meeting - 1

26 MAR 1981

MEMORANDUM FOR : Deputy Director for Administration

FROM : Harry E. Fitzwater
Director of Personnel
Policy, Planning, and Management

SUBJECT : Inter-Agency Personnel Officers Group
27 March Meeting

Max:

You will find that most of the discussion of this meeting will not apply to CIA because we are an "excepted" service. I have prepared a few notes, however, on why we are different and how we operate.



Harry E. Fitzwater

STAT

Attachment

I. Excepted Service

At the time CIA was established in 1947 by the National Security Act (50 U.S.C. 402-405), the Agency was excepted from portions of the competitive service (50 U.S.C. 403 (c)). Later, full excepted status was granted by the Civil Service Commission (now the Office of Personnel Management). A legislative basis for this excepted status subsequently was created by the passage of the CIA Act of 1949 (50 U.S.C. 403j). The basis for the exception then and today is the recognition that Agency functions and activities require stringent secrecy and security measures, and the accomplishment of intelligence activities require special authorities and exceptions from normal government procedures and requirements.

CIA follows a merit system and following are examples of CIA practices and procedures which are alike and different from Federal practices:

DIFFERENT

- ° Has its own recruitment system;
- ° Is exempt from granting veterans' preference in hiring;
- ° Follows more stringent security and suitability procedures for employment;
- ° Hires employees for a career with the Agency, not for a specific job;
- ° Promotes on a competitive basis not on the basis of the grade level of the job occupied; and,
- ° Has tenure based upon acceptable performance not seniority.

ALIKE

- ° Follows the Federal equal employment opportunity procedures;
- ° Classifies positions for grade according to Federal standards;
- ° Follows the standard government schedules for wage purposes;

- ° Patterns travel and allowance procedures after Federal practices; and,
- ° Within security constraints, follows Federal Privacy Act and Freedom of Information procedures on personnel information.

II. Presidential Appointments

The DCI and DDCI are the only appointments currently made by the President; these are made with the advice and consent of the Senate.

III. Schedule C Positions

CIA does not have Schedule C positions. The DCI and DDCI sometimes hire employees, however, to serve only for the term of the DCI. When this occurs, the appointment action contains the following statement:

This appointment is for the duration of the term of service of (William Casey), Director of Central Intelligence, unless sooner terminated by the Director.

IV. Senior Executive Service (SES)

The Civil Service Reform Act of 1978 exempted CIA from SES. The exemption was based upon Congressional recognition of the unique duties, responsibilities and authorities of the DCI. The principles of the Act are sound, however, and we adopted them to establish our own Senior Intelligence Service (SIS). The SIS provides excellent opportunities for improving the effectiveness of senior officers by linking job performance evaluations to salaries and additional performance compensation.

All positions previously designated supergrade, SPS, EP-V and EP-IV have been designated SIS positions. Officers who are accepted into the SIS after the initial conversion period are subject to a one-year trial period. Most entries into the SIS ranks are from within the Agency and officers normally enter at the SIS-1 level. Subsequent promotions are made to the next SIS level. SIS promotions are reviewed and approved by the DCI. The number of promotions is within a controlled ceiling as approved by OMB and Congress.